

**OFFICE OF THE PREMIER
VOTE 1**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 MARCH 2003**

1. Charges to Provincial Revenue Fund

Programmes	Total Appropriation	Actual	Variance over/(under)	Total Appropriation 2001/02
Management services	39 292	39 292	-	35 647
Communication services	7 669	7 669	-	6 468
Legal services	2 133	2 133	-	3 040
Internal audit	7 229	7 229	-	4 895
Executive support services	4 336	4 336	-	2 738
Macro Policy and Strategy	6 343	6 343	-	7 260
Transformation	33 344	33 344	-	20 264
TOTAL	100 346	100 346	-	80 312

1.2 Conditional grants

	Note	2002/03 R'000	2001/02 R'000
Total grants received	Annexure 1A,	<u>100</u>	<u>162</u>

2. Statutory appropriation

Voted funds	645	-
	<u>645</u>	<u>-</u>

3. Other revenue to be surrendered to revenue fund

Description		2002/03 R'000	2001/02 R'000
Gifts, donations and sponsorships received	3.1	-	2
Cheques written back/stale cheques		75	26
Proceeds from sale of equipment		33	35
Interest received		807	698
Rent: Official Housing		60	34
Adverts Government Gazette		1 378	1 366
Commission		47	35
Debt recoveries		545	456
Total revenue paid to revenue fund		<u>(2 604)</u>	<u>(2 134)</u>
		<u>341</u>	<u>516</u>

**OFFICE OF THE PREMIER
VOTE 1**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 MARCH 2003**

3.1 Gifts, donations and sponsorships Note received by the department	2002/03 R'000	2001/02 R'000
Fakude PNZ to Youth Commission for Youth Summit	-	2
Donation used for payments	-	(2)
Auditor-General to Youth Commission	-	1
Technology Acceptance to Youth Commission	-	1
	<u>-</u>	<u>2</u>
4. Personnel		
Current expenditure		
Appropriation to Executive and Legislature	645	-
Basic salary costs	37 023	31 411
Pension contributions	4 707	3 990
Medical aid contributions	2 576	1 985
Other salary related costs	8 859	8 306
Total Personnel Costs	<u>53 810</u>	<u>45 692</u>
Average number of employees	332	308
5. Inventories		
5.1 Current expenditure		
Books/Magazines/Publications	250	172
Computer software	508	22
Printing	1 434	825
Provisions and refreshments	2 833	3 449
Stationery	789	698
Other	67	78
Total cost of inventories	<u>5 881</u>	<u>5 244</u>
5.2 Inventories on hand at year end	Costing method used	
Stores	FIFO	
		191
		-
		<u>191</u>
		<u>-</u>

The value of inventory on hand disclosed is for all stores

**OFFICE OF THE PREMIER
VOTE 1**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 MARCH 2003**

6. Machinery and Equipment

	Note	2002/03 R'000	2001/02 R'000
Current (Rentals, maintenance and sundry)		3 760	1 795
Total current expenditure		<u>3 760</u>	<u>1 795</u>
Capital	6.1	10 212	3 572
Total capital and current expenditure		<u><u>13 972</u></u>	<u><u>5 367</u></u>

6.1 Capital machinery and equipment analysed as follows:

Computer equipment	1 600	2 485
Other machinery and equipment	428	17
Furniture and office equipment	-	5
Government vehicles	8 184	1 065
	<u>10 212</u>	<u>3 572</u>

7. Land and buildings

Rental	180	407
Total current expenditure	<u>180</u>	<u>407</u>
Capital expenditure	-	-
Total current and capital expenditure	<u><u>180</u></u>	<u><u>407</u></u>

8. Professional and special services

Current expenditure

Auditors' remuneration	735	419
Contractors	-	45
Consultants and advisory services	1 723	296
Commissions and committees	398	1 004
Printing and reproduction	377	19
Security services	1 765	1 803
Total Professional and special services	<u><u>4 998</u></u>	<u><u>3 586</u></u>

9. Transfer payments

Total transfer payments made	Annexure 1B	1 100	1 102
------------------------------	----------------	-------	-------

10. Miscellaneous

Current Expenditure

Remissions, refunds and payments made as an act of grace	10.1	3	108
Gifts, donations and sponsorships made	10.2	25	11
Total miscellaneous expenditure		<u><u>28</u></u>	<u><u>119</u></u>

10.1 Remissions, refunds and payments made as an act of grace

Ex-Gratia	-	1
Injury on duty	3	45
Relief of distress, disasters	-	62
	<u>3</u>	<u>108</u>

**OFFICE OF THE PREMIER
VOTE 1**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 MARCH 2003**

10.2 Gifts, donations and sponsorships paid in cash by the department

	Note	2002/03 R'000	2001/02 R'000
Glass and frames to Federal Republic of Germany		-	3
Gifts for children's day		-	6
Gifts for Canadian delegates		5	2
Disability ceremony		10	-
South African Golfers		10	-
		<u>25</u>	<u>11</u>

10.3 Gifts, donations and sponsorships made in kind

Gifts for delegation from Australia	2	-
Gifts for Canadian delegates	4	-
Gifts for Chinese delegates	5	-
Gifts for delegation to Canada	1	-
	<u>12</u>	<u>-</u>

11. Analysis of surplus

Voted funds to be surrendered to the Revenue Fund	1 121	6 015
Unauthorised expenditure	1 178	
Non voted funds	341	516
Other revenue to be surrendered to the Revenue Fund	341	516
Total	<u>2 640</u>	<u>6 531</u>

12. Cash and cash equivalents

Paymaster General Account	505	3 363
	<u>505</u>	<u>3 363</u>

13. Receivables - current

Staff debtors	13.2	288	377
Other debtors	13.3	1 651	1 321
Advances	13.4	-	15
		<u>1 939</u>	<u>1 713</u>

13.1 Age analysis – receivables current

Less than one year	1 939	1 713
One to two years (List material amounts)	-	-
More than two years (list material amounts)	-	-
	<u>1 939</u>	<u>1 713</u>

13.2 Staff debtors

Staff debtors	288	377
	<u>288</u>	<u>377</u>

OFFICE OF THE PREMIER
VOTE 1

NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 MARCH 2003

13.3 Other debtors

Debtors Account	1 579	1 208
Tax RSA	-	73
Tax Debt	32	-
Medical Aids	40	40
	<u>1 651</u>	<u>1 321</u>

13.4 Advances

	Note	2002/03 R'000	2001/02 R'000
Travel and subsistence		-	15
		<u>-</u>	<u>15</u>

14. Voted funds to be surrendered

Opening balance	3 694	-
Transfer from income statement	1 121	6 015
Voted funds not requested / not received	-	(2 321)
Paid during the year	(3 694)	-
Unauthorised expenditure	1 178	-
Closing balance	<u>2 299</u>	<u>3 694</u>

15. Revenue funds to be surrendered

Opening balance	516	-
Transfer from income statement for revenue to be surrendered	341	516
Paid during the year	(516)	-
Closing balance	<u>341</u>	<u>516</u>

16. Payables - current

Other payables	16.1	805	32
		<u>805</u>	<u>32</u>

16.1 Other payables

Bank deposits	382	-
GTZ (Gender workshop)	47	-
Ingwe Coal Mining (Capacity building)	376	-
Housing deductions	-	30
Pension deduction	-	1
Salary advances	-	1
	<u>805</u>	<u>32</u>

**OFFICE OF THE PREMIER
VOTE 1**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 MARCH 2003**

17. Net cash flow generated by operating activities

Net surplus as per Income Statement		1 462	6 531
Unauthorised expenditure		1 178	-
Adjusted for items separately disclosed		10 179	3 537
Proceeds from sale of equipment	3	(33)	(35)
Capital expenditure	6.1	10 212	3 572
Voted funds not requested		-	(2 321)
Net cash flow generated by operating activities		12 819	7 747

18. Cash utilised to increase working capital

Unauthorised expenditure		(1 178)	-
Increase in receivables – current		(226)	(1 713)
Increase in payables		116	866
		(1 288)	(847)

19. Voted funds and Revenue funds surrendered

	Note	2002/03 R'000	2001/02 R'000
Voted funds surrendered		(3 694)	-
Revenue funds surrendered		(516)	-
		(4 210)	-